



**ENID POLICE DEPARTMENT
OPEN RECORDS FEE SCHEDULE
SEARCH, INSPECTION, AND REPRODUCTION FEES**

REQUESTOR'S NAME _____ DATE _____

MAILING ADDRESS _____ PHONE _____

REQUESTOR'S FIRM _____ PHONE _____

TYPE OF REQUEST FEE #OF TOTAL

TRAFFIC ACCIDENT/REPORT	\$0.25 PER PAGE		
PRINTED DISPATCH LOG	\$0.25 PER PAGE		
RADIO TRAFFIC/911 CALL	\$4.00 PER DISC/DRIVE		
PHOTOGRAPHS	\$4.00 PER DISC/DRIVE		
BODY CAM/DASH CAM	\$4.00 PER DISC/DRIVE		
RESEARCH FEE	\$12.00 PER HOUR		
VIDEO REDACTION FEE	\$30.00 PER HOUR		

AMOUNT DEPOSITED: _____ TOTAL COST OF REQUEST: _____

A redaction fee will be applied to all requests for in-car or body camera recordings. The redaction fee is based on the average hourly rate of personnel cost. This rate has been determined to be \$30.00 per hour. There will be a minimum cost of \$20.00 for any request requiring redaction that takes less than 15 minutes.

This schedule of fees is posted in the City of Enid City Clerk's office and the Enid Police Department Records Division. A reasonable effort will be made to estimate the total cost of fees associated with an open records request. A record custodian may demand prepayment of a fee whenever the estimated cost exceeds \$10.00. Any overage in the prepayment amount shall be settled prior to producing the requested record or delivering the copy or mechanical reproduction of the record. It is the requestor's responsibility to pay for any fees associated with any records released pursuant to their request. If a request is not picked up by the requestor within 24 hours of the completion and notification the deposit will be forfeited.

SIGNATURE: _____

PLEASE PRINT—Information Requested Concerning the Following

1ST PERSON INVOLVED: _____

LAST FIRST MI DOB

2ND PERSON INVOLVED: _____

LAST FIRST MI DOB

INCIDENT LOCATION: _____ DATE/TIME: _____

CFS # _____